



City of Cathedral City

Employment Opportunity

POLICE OFFICER-LATERAL POLICE OFFICER-ACADEMY GRADUATE

SALARY RANGE: \$4,113.32 - \$5,007.30 mo. With longevity steps to \$5,260.81
The City also offers an excellent benefit package that includes City paid PERS Contributions, 2% @ 50, vacation & sick leave, 457 Plan, Health/Life Insurance, \$120 Uniform allowance and more.

THE POLICE DEPARTMENT:

The Cathedral City Police Department is committed to providing progressive and professional police services dedicated to ensuring public order, a sense of community well being and responsiveness with integrity and excellence.

THE TYPICAL DUTIES:

- Patrol assigned area in a police unit, or on a motorcycle.
- Enforce laws and regulations, issue warnings and citations, and apprehend criminals.
- Provide information, advice and assistance to the public.
- Maintain order at public gatherings
- Conduct criminal investigations.
- Answer radio calls and respond to routine and emergency calls and complaints.
- Provide emergency aid and assistance to incapacitated persons.
- Testify in court.
- Work a variety of shifts and assignments

THE QUALIFICATIONS:

- Possession of a California POST Basic certificate and experience as a sworn officer
- Or**
- Graduation from a POST-certified Basic Academy within the last 3 years.
 - California class C driver license.
 - Minimum age 21 years at time of appointment.
 - College-level classes in police science, administration of justice, or a related field are desired.
 - Good physical fitness and mental health as required by POST standards.

APPLICATION AND SELECTION PROCEDURE:

An Official City application and a supplemental application are required. Contact our job hotline at (760) 770-0365 to request a bulletin, application & supplement, or visit our website at www.cathedralcity.gov. All application materials must be received in the Human Resources Division before an applicant may be approved to continue in the selection process. The testing process will include a written test, and an oral board interview. Candidates must be successful on each part of the testing process in order to be placed on the Police Officer eligibility list. Selected candidates must pass a psychological evaluation, a drug screen, a polygraph test, and background investigation.

APPLICATIONS WILL BE ACCEPTED ON A CONTINUOUS BASIS

APPLY TO: **CITY OF CATHEDRAL CITY**
Human Resources Division
68-700 Avenida Lalo Guerrero
Cathedral City, CA 92234
(760) 770-0365

**CITY OF CATHEDRAL CITY
HUMAN RESOURCES DIVISION**

POLICE OFFICER SUPPLEMENTAL APPLICATION

This supplemental application is part of the selection process. It must be completed fully and accurately.

NAME	SS#
ADDRESS	HOME TELEPHONE
CITY/STATE/ZIP CODE	WORK/ MESSAGE TELEPHONE

Are you at least 21 years of age? Yes ___ No ___

Are you a citizen or permanent resident of the U.S.? Yes ___ No ___

Are you a High School graduate or do have a GED? Yes ___ No ___

POST Certification

Do you have a POST Basic certificate? (Attach) Yes ___ No ___

Do you have a POST Academy certificate/diploma? (Attach) Yes ___ No ___

Conviction Record

Have you ever pleaded guilty, been convicted, fined, imprisoned, placed on probation or been given a suspended sentence by a civilian or military court? Yes ___ No ___

If Yes, list below:

Charge: _____ Code Violated: _____ Date: _____

Convicted of: _____ Code Violated: _____ Date: _____

Location: _____ Check one: Felony ___ Misdemeanor ___ Infraction ___

Disposition: (please check):
____ Incarcerated From _____ To _____
____ Probation From _____ To _____
____ Amount _____

Please attach documents verifying charge and satisfactory completion of all court-mandated requirements.

Driving Record

Do you have a valid California class "C" Driver license? _____ Yes _____ No

LICENSE NUMBER	EXPIRATION DATE	STATE
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Violations/Accidents in the past three years:

DATE(S)

VEHICLE CODE

INCIDENT

Certification

I have read the requirements for Police Officer at the City of Cathedral City. I fully understand these requirements and hereby certify that I meet the requirements for the level that I am applying for as checked below:

_____ Police Officer – Lateral

_____ Police Officer – Academy Graduate

I hereby certify that all information on this supplemental application is true and correct to the best of my knowledge.

Signature _____ Date _____

Employment and Benefit Information

THE CITY OF CATHEDRAL CITY:

The City of Cathedral City is a business and resort community located 110 miles east of Los Angeles and 115 miles northeast of San Diego. Incorporated in 1981, the city has a permanent population of over 45,417 as of 01/02 and is one of the fastest growing areas in the country. An ideal climate of 350 sunny days per year, clear air, scenic beauty, and unlimited leisure activities attract an additional 6000 residents during the winter months. Cathedral City offers affordable housing, and a wide array of shopping and retail centers. Cultural, social and athletic events occur year-round while College of the Desert and California State University at San Bernardino (Valley campus) offers excellent educational opportunities. Approximately 188 City employees provide a full range of municipal services including police, fire, parks and leisure, planning and redevelopment, public works, and tree and street maintenance. For more information, visit our website @ www.cathedralcity.gov.

EQUAL OPPORTUNITY EMPLOYER:

It is the policy of the City of Cathedral City to promote equal employment opportunity for applicants and employees without regard to race, color, national origin, ancestry, religious creed, age, marital status, disability, medical condition, sex, sexual orientation, domestic partnership status, pregnancy, or pregnancy related condition.

APPLICATION MATERIALS:

All application materials must be received before the closing date on the front side of this job bulletin. Resumes may be attached but are not accepted in lieu of an official City application. Applications are screened for relevant education, experience and/or licensing requirements as stated on the job opportunity bulletin. An eligibility list containing the names of the most qualified applicants will be compiled based on the results of the selection process. The list will normally be in effect for six months unless extended or previously exhausted.

- **Reasonable Accommodation:** Applicants with legal disabilities who require special testing arrangements must contact the Human Resources Office at the time of application. The City of Cathedral City reserves the right to request verification of disability.
- **Medical Examination:** All new City employees must successfully complete a medical examination / psychological examination and drug test by a City approved physician and laboratory prior to employment.
- **Probation Period:** The first eighteen (18) months after a sworn police employee has been appointed shall be his/her probationary period.
- **Non-smoking policy:** The City prohibits smoking in all City buildings.

EMPLOYEE BENEFITS:

The City provides an outstanding benefits plan that includes:

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| <ul style="list-style-type: none"> ➤ PERS retirement fully paid by the City 2%@50. City pays employer + employee contribution. Plus one (1) year final compensation. The City does not participate in the Social Security system; therefore, there is no FICA deduction from wages except for Medicare Hospital Insurance protection. ➤ City paid medical for employee + dependents up to the cost of the second most expensive coverage. ➤ City paid benefits (dental / vision) for employee + dependents ➤ Short and Long Term Disability insurance ➤ Wellness Program | <ul style="list-style-type: none"> ➤ Deferred Compensation (457 plan). The City shall match the employee's contribution up to \$46.16 per pay period. ➤ 12 days annual Sick Leave ➤ 12 paid Holidays ➤ Educational Reimbursement ➤ City paid life insurance 1x base salary ➤ Bilingual pay .50 cent hourly differential ➤ Longevity pay – 5% @ 15 years of service / 5% @ 20 years of service. |
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This benefit plan is currently in effect and is subject to change. Benefits may vary depending on bargaining unit or employee status.

All statements made on applications are subject to investigation and verification. False statements will be cause for disqualification, removal from the eligibility list, or discharge from employment. The provisions of this bulletin do not constitute an implied contract. Any offer of employment is contingent upon the applicant being authorized to work in this country and providing documents to verify this fact.